

# CITY OF VENTURA DOWNTOWN PARKING ADVISORY COMMITTEE AGENDA

Kevin Clerici, Chair  
Marina Porter, Vice Chair  
Barbara Evans, Member  
Karen Schott, Member  
Carl Morehouse, Member  
Vacant – Business Owner  
Vacant – Business Owner

Jeff Hereford, Transportation Manager  
Rick Gallegos, Civil / Transportation Engineer  
Matt Cain, Police Commander

## REGULAR MEETING

**THURSDAY, February 17, 2022, 3:00 p.m.**

**WEBEX - SEE MEETING INFORMATION**

### **Downtown Parking Advisory Committee**

The committee considers and makes advisory recommendations on issues or questions related to parking in the Downtown Parking District to the City Council, Planning Commission, and staff upon request of those bodies including recommendations on parking management strategies and programs, maintenance and operations, capital budgets, hours of operations, parking pricing policies, valet programs, and employee commuter parking policies for the Downtown Parking District.

[Bill Text - AB-361 Open meetings: state and local agencies: teleconferences.](#)

**In accordance with AB 361, this meeting will be held by teleconference, and there will not be a physical location from which the public may attend. THE PUBLIC MAY ONLY ELECTRONICALLY ATTEND THE MEETING AND MAY PROVIDE PUBLIC COMMENT THROUGH THE VIRTUAL MEETING. THE COUNCIL CHAMBERS WILL NOT BE OPEN FOR THE PUBLIC FOR THIS MEETING. The public will have access to remotely observe the meeting and address the Downtown Parking Advisory Committee as outlined below TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE CITY COUNCIL MEETING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO PAGE 2 OF THIS AGENDA**

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the California Relay Service at (866) 735-2929. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

## PUBLIC PARTICIPATION OPTIONS to help reduce the spread of COVID-19:

1. Join a **WebEx** meeting **LIVE**:

<https://cityofventura.webex.com/cityofventura/j.php?MTID=m7b8ef360b3c97b46df5c46707817221b>

**NOTE: WebEx link only works while meeting is LIVE. After meeting has ended, use the Archived Video link to view the meeting. You must join the WebEx Meeting to provide Public Comment - #5 below.**

Join with only an “audio” connection: 1-408-418-9388 / Access Code: 2559 269 0654

WebEx recommends using Internet Explorer or Edge when provide live comment at the meeting.

2. Watch a **live stream** of the meeting at <https://www.cityofventura.ca.gov/718/Videos>, YouTube at <https://www.YouTube.com/cityofventura/live> or on Cable TV – Channel 15, live and replayed as listed on CAPS media schedule.
3. Submit your comments via email **by 1:00 p.m. on the meeting day**. Please submit your comment to the Rick Gallegos using this form <https://www.cityofventura.ca.gov/publicinput> or send an email to [RGallegos@cityofventura.ca.gov](mailto:RGallegos@cityofventura.ca.gov) (up to 1000 characters) When sending an email, please indicate in the Subject Line, the Agenda item number (i.e. Item No. 8A). Your form/email will be read by Downtown Parking Advisory Committee and placed into the item’s record at the meeting.
4. When watching the live stream or WebEx meeting, submit a Public Comment for items not on the day’s agenda or comments on a specific agenda item as it is being heard, submit your comment to the Rick Gallegos using this form <https://www.cityofventura.ca.gov/publicinput> or send an email to [RGallegos@cityofventura.ca.gov](mailto:RGallegos@cityofventura.ca.gov) (up to 1000 characters). Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. All comments received by the conclusion of the agenda item will be made part of the record.



5. **To Provide Public Comment Live:** **You must attend the WebEx Meeting with audio connected to your computer/device**, you will see Chat feature on your screen. You can write, "I would like to speak on Agenda Item # \_\_\_\_\_" in the Chat feature. During the discussion of that item, the Mayor will call for public comment. The Virtual Meeting Host City Clerk will announce those requesting to speak, speakers will be promoted to “panelist” allow your camera to be turned on. When you are finished, your mic will be muted and your camera disabled. For your audio to work, you **MUST** connect to the meeting with audio connected on your device – audio only connect will not work for this process. NOTE: When on a cell phone, you may need to scroll your screen to see the chat feature.
6. **NOTE THAT THE COUNCIL CHAMBERS IS NOT OPEN FOR THIS MEETING.**

## **ROLL CALL**

## **PUBLIC COMMUNICATIONS**

## **COMMITTEE BUSINESS**

1. Approval of Minutes (1<sup>st</sup> \_\_\_\_\_, 2<sup>nd</sup> \_\_\_\_\_)  
Recommendation: Approve the meeting minutes from the January 20, 2022 regular meeting.
2. Election of Chair and Vice-Chair  
Recommendation: Elect a Chair and Vice Chair for the 2022 Calendar year.
3. Parking Management Program Monthly Utilization Update  
Recommendation: Receive staff presentation of updated Downtown Parking District Budget revenue, utilization and utilization, and overall program budget.
4. Latest Budget Forecast  
Recommendation: Receive staff presentation of updated budget forecast

## **COMMITTEE AND STAFF COMMUNICATIONS**

- A. Park Sol They are moving slowly. Looking into alternatives.  
Working with finance to get the parking space level signage through a NCPA contracts so that we can try to order the equipment directly from them. What is NCPA? NCPA (National Cooperative Purchasing Alliance) is a leading national government purchasing cooperative working to reduce the cost of goods and services by leveraging the purchasing power of public agencies in all 50 states. NCPA utilizes state of the art procurement resources and solutions that result in cooperative purchasing contracts that ensure all public agencies are receiving products and services of the highest quality at the lowest prices.
- B. Main Street Moves Update – Chair Clerici
- C. New Projects
- D. Waiting to hear about the VW Mitigation Fund and CALeVIP funding.
- E. Tesla has been talking with a private lot owner downtown.
- F. Parking Structure Space Reduction/Fencing –Shutting Down top 3 levels. Project bid out.  
Waiting to get a start date. Expect 2 weeks away.
- G. Mission Park Parking Project Update- Canceled or possible Long Term Hold
- H. Long Term-On Hold
- I. Downtown Parking Structure Update –Palm St/ Santa Clara St -On Hold

## **ADJOURNMENT**

CITY OF VENTURA

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# ADMINISTRATIVE REPORT

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Date: February 14, 2022

Agenda Item No.: 1

Parking Advisory Committee Action Date: February 17, 2022

**To: Downtown Parking Advisory Committee**  
**From: Rick Gallegos, Civil / Transportation Engineer**  
**Subject: Minutes**

## **RECOMMENDATION**

Approve the attached meeting minutes from the January 20, 2022, regular meeting.

# CITY OF VENTURA DOWNTOWN PARKING ADVISORY COMMITTEE AGENDA

Kevin Clerici, Chair [Present](#)  
Marina Porter, Vice-Chair [Present](#)  
Barbara Evans, Member [Present](#)  
Carl Morehouse, Member [Present](#)  
Karen Schott, Member [Present](#)  
Vacant – Business Owner  
Vacant – Business Owner

Jeff Hereford, Transportation Manager  
Rick Gallegos, Civil / Transportation Engineer  
Matt Cain, Police Commander

## REGULAR MEETING

THURSDAY, January 20, 2022, 3:00 p.m.

WEBEX - SEE MEETING INFORMATION<sup>6</sup>

SANTA CRUZ CONFERENCE

ROOM WHEN AT CITY HALL 501

POLI STREET, VENTURA

[MEETING STARTED AT 3:00 p.m.](#)

### **Downtown Parking Advisory Committee**

The committee considers and makes advisory recommendations on issues or questions related to parking in the Downtown Parking District to the City Council, Planning Commission, and staff upon request of those bodies including recommendations on parking management strategies and programs, maintenance and operations, capital budgets, hours of operations, parking pricing policies, valet programs, and employee commuter parking policies for the Downtown Parking District.

**IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND BE WELL AT HOME ORDER RESULTING FROM THE NOVEL CORONAVIRUS (COVID-19), CITY HALL IS CLOSED TO THE PUBLIC. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE CITY COUNCIL MEETING AND PROVIDE PUBLIC COMMENT PLEASE REFER TO PAGE 2 OF THIS AGENDA.**

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## ROLL CALL [See Above](#)

## PUBLIC COMMUNICATIONS

## COMMITTEE BUSINESS

### 1. Approval of Minutes (1<sup>st</sup> [Porter](#), 2<sup>nd</sup> [Morehouse](#) )

Recommendation: Approve the meeting minutes from the November 18, 2021, regular meeting.

There was no meeting in October.

Kevin Clerici, Chair [Yes](#), Marina Porter, Vice Chair [Yes](#), Karen Schott, Member [Yes](#)

Barbara Evans, Member [Yes](#), Carl Morehouse, Member [Yes](#) 5-0

### 2. Parking Study and Fee Recommendation (1<sup>st</sup> [Schott](#), 2<sup>nd</sup> [Morehouse](#))

Recommendation: Receive and file Parking study presentation from staff and

Support the following changes to pricing for on-street parking in the Downtown

Parking District as follows:

[Staff gave presentation -Rick Gallegos](#)

~~a) Change the Parking Fee Pay station pricing on (Fir Street, Chestnut Street, Oak Street, and Palm Street) from \$.50 per hour to \$1.00 per hour and return Main St. and California St. fees to \$1.00 per hour~~

~~b) Increase the hours for paid parking from 10:00 am -9:00 pm to 10:00 am to 11:00 pm.~~

[a\) Change the Parking Fee Pay station pricing for all Downtown streets to \\$1.00 per hour and Increase the hours for paid parking from 10:00 am -9:00 pm to 10:00 am to 11:00 pm on Friday and Saturday starting in April after reviewing usage data or new study.](#)

Kevin Clerici, Chair [Yes](#), Marina Porter, Vice Chair [Yes](#), Karen Schott, Member [Yes](#)

Barbara Evans, Member [Yes](#), Carl Morehouse, Member [Yes](#) 5-0

### 3. Parking Management Program Monthly Utilization Update

Recommendation: Receive staff presentation of updated Downtown Parking District Budget revenue, utilization and utilization, and overall program budget.

[Staff gave presentation -Rick Gallegos](#)

### 4. Latest Budget Forecast

Recommendation: Receive staff presentation of updated budget forecast.

[Staff gave presentation -Rick Gallegos](#)

## COMMITTEE AND STAFF COMMUNICATIONS

### A. Park Sol- Powerpoint

Working with finance to get the parking space level signage through a NCPA contracts so that we can try to order the equipment directly from them. What is NCPA? NCPA (National Cooperative Purchasing Alliance) is a leading national government purchasing cooperative working to reduce the cost of goods and services by leveraging the purchasing power of public agencies in all 50 states. NCPA utilizes state of the art procurement resources and solutions that result in cooperative purchasing contracts that ensure all public agencies are receiving products and services of the highest quality at the lowest prices.

### B. Main Street Moves Update – Chair Clerici

### C. Chair Elections

### D. New Project

### E. Waiting to hear about the VW Mitigation Fund and CALeVIP funding.

### F. Tesla has been talking with a private lot owner downtown.

### G. Parking Structure Space Reduction/Fencing –Shutting Down top 3 levels. Project bid out.

Waiting to get a start date. Expect 2 weeks away.

### H. Mission Park Parking Project Update- Canceled or possible Long Term Hold

- I. Long Term-On Hold
- J. Downtown Parking Structure Update –Palm St/ Santa Clara St -On Hold

**ADJOURNMENT 4:20pm**

# ADMINISTRATIVE REPORT

Date: February 14, 2022

Agenda Item No.: 2

Parking Advisory Committee Action Date: February 17, 2022

**To: Downtown Parking Advisory Committee**  
**From: Rick Gallegos, Civil/Transportation Engineer**  
**Subject: Election of Chair and Vice-Chair**

## **RECOMMENDATION**

Elect a Chair and Vice Chair for the 2022 Calendar year.

## **DISCUSSION**

Each year the Committee self-elects a new Chair and Vice Chair. The Chair is elected first, then the Vice Chair. Upon completion of the election, the new Chair takes over running the meeting.

Since the Committee formed in 2009 the following members have been elected Chair and Vice Chair:

2009 – Jeffrey Smith, Chair; Rob Edwards, Vice Chair  
2010 – Jeffrey Smith, Chair; Rob Edward, Vice Chair; Barbara Evans, Vice Chair  
2011 – Jeffrey Smith, Chair; Barbara Evans, Vice Chair  
2012 – Jeffrey Smith, Chair; Kevin Clerici, Vice Chair  
2013 – Jeffrey Smith, Chair; Kevin Clerici, Vice Chair  
2014 – Kevin Clerici, Chair; Tom Wood, Vice Chair  
2015 - Kevin Clerici, Chair; Tom Wood, Vice Chair  
2016 - Kevin Clerici, Chair; Tom Wood, Vice Chair; Karen Schott, Vice Chair  
2017 - Kevin Clerici, Chair; Karen Schott; Vice Chair  
2018 - Kevin Clerici, Chair; Karen Schott, Vice Chair  
2019 - Kevin Clerici, Chair; Karen Schott, Vice Chair  
2020 - Kevin Clerici, Chair; Karen Schott, Vice Chair  
2021 - Kevin Clerici, Chair; Marina Porter, Vice Chair  
2022 - \_\_\_\_\_, Chair; \_\_\_\_\_, Vice Chair